



**ACADEMIC SENATE  
EXECUTIVE COMMITTEE  
MINUTES  
MAY 16, 2023**

*Approved 5-23-23*

**11:30 AM - 12:50 PM**

**PLN-120**

Present: Casem, Garcia, Graewingholt, Jarvis, Kanel, Milligan, Self, Shepard, Stambough, Walsh, Wood

## **I. CALL TO ORDER**

Chair Walsh called the meeting to order at 11:30 am.

## **II. URGENT BUSINESS**

No urgent business.

## **III. ANNOUNCEMENTS**

No announcements.

## **IV. APPROVAL OF MINUTES**

➤ M/S/P (Self/Jarvis) Motion to approve the minutes. Minutes were approved.

4.1 EC Minutes 5-2-23

4.2 EC Minutes 5-9-23

## **V. CHAIR'S REPORT**

No report.

## **VI. PROVOST REPORT - 12:30PM**

Went into Executive Session.

## **VII. STAFF REPORT**

No report.

## **VIII. COMMITTEE LIAISON REPORTS**

8.1 Internships & Service Learning Committee [Jarvis], W, 5-10-23, 9:00 - 10:00 AM, Zoom

- Met via Zoom, quorum present.
- Memo on numbering for internship courses.
  - ISLC will work on UPS 411.601 next year, with two goals:
    - Drop the “-95” numbering requirement; replace with AP adding a notation in CMS.
    - Allow programs to go above 6 total units of internship for credit towards 120.
- Chair Election
  - Amber Wilson for chair in 2023-24.

8.2 University Advancement Committee [Shepard], W, 5-10-23, 9:00 - 10:00 AM, Zoom

No report submitted.

- 8.3 Assessment & Educational Effectiveness Committee [Kanel], W, 5-10-23, 10:00 AM - 12:00 PM, PLS-256
- Final meeting for the year on zoom, quorum met.
  - Went over the evaluation template for PPRs. Created a document that matches the terms used in the guidelines, so it is very thoroughly and intentionally developed. Spent time tightening this up for even better alignment of guidelines with template. Decided to make the rubric permissive but not mandatory for reviewers to help structure reviews.
  - Voted for the Chair for next year: Gary Germo was nominated, accepted, and elected.
  - Brought up the issue of AI and assessment. What is the implication of students using AI?
  - This committee wishes to be part of the AI UPS when it comes around.
- 8.4 Faculty Development Center Board [Milligan], F, 5-12-23, 9:30 - 11:00 AM, PLS-256
- Committee met with quorum.
  - April 14, 2023 minutes approved.
  - Elected new chair, Gayle Brisbane.
  - Announcements. Stipends to turn in person course into online course.
  - Starting esports with AD. Hoping to give scholarships.
  - Mentorship program for mentees that are about to graduate with PhDs. Show them what CSUF has to offer. People in doctoral program to why come to CSU. Mentors must be tenure track.
  - This year's accomplishments. Signature Program Mentor, Mid-career Faculty Retreat, New Tenure Track Support, Lecturer Onboard and Support (this should be important for lecturers), Support for the Department Chairs, Faculty Recognition for Teachers, Author Awards, Outstanding Professor (party planners), FEID...13 awardees.
  - Create a small taskforce to review FEID Rubric. Tabled to September. The new chair will handle this.
- 8.5 Faculty Affairs Committee [Kanel], F, 5-12-23, 10:00 AM - 12:00 PM, PLS-240
- No report submitted.
- 8.6 Academic Standards Committee [Casem], F, 5-12-23, 1:00 - 2:15 PM, MH-141
- Committee met in person.
  - There were only three voting members in attendance.
  - The meeting was adjourned after 15 min.
  - A new chair will need to be elected at the first meeting in Fall.
  - Chair Zak Johnson will work to create documentation to facilitate a transition for the new committee chair.
- 8.7 Planning, Resource & Budget Committee [Graewingholt], F, 5-12-23, 1:00 - 2:30 PM, PLS-299
- No report submitted.
- 8.8 General Education Committee [Stambough], F, 5-12-23, 2:00 - 4:00 PM, Zoom
- No report submitted.

**Additional Liaison report:**

- (Casem) Academic Standards Committee needs help. They did not have quorum. The chair of the committee Zac Johnson has done his best. We are going to need someone to chair that committee because Zac is not continuing and there are so many things that will be coming their direction.
- Q: (Jarvis) Can we go through their minutes to see how many of the continuing members did not show up often to meetings this year? We can choose not to reappoint them.
- Q: (Casem) What is the status of us looking at the over all structure of Senate committees?
- A: (Stambough) We need to put together a task force to look at it.
- Volunteers for the reconfiguration of Senate committees:  
Stambough, Jarvis, Casem, Self, Walsh

- (Casem) The Academic Appeals Board will need a faculty member to take on the leadership role. Penny Weismuller will no longer be on the committee, and I will be off the committee due to my new position.

## **IX. UNFINISHED BUSINESS**

### 9.1 Faculty Committee Assignments for Standing Committees, AY 2023-2024

Exec continued working on filling AS Standing Committee vacancies for Curriculum, Faculty Affairs, General Education, Graduate Education Committees. An email will be sent out to faculty asking them to serve. Once we receive an acceptance, the faculty member's name will be added to the consent calendar for the May 18th Academic Senate Electoral meeting.

## **X. NEW BUSINESS**

### 10.1 Resolution on Extending the Deadline for Revision of Department Personnel Standards

This document will be on the AS agenda as urgent business.

### 10.2 Revisions to UPS 300.005 - Final Examinations

This document will be on the AS agenda as a consent calendar item.

### 10.3 PRBC Program Proposals - Spring 2023

This document will be on the AS agenda as a consent calendar item.

### 10.4 New UPS 200.XXX - Joint Appointments for Tenure-Track and Tenured Faculty

- Renumber the document as UPS 210.300.

This document will be on the AS agenda as new business.

### 10.5 Program Discontinuance - Fall 2023

This document will be on the AS agenda as a consent calendar item.

### 10.6 Revisions to UPS 210.001 - Recruitment and Appointment of Tenure-Track Faculty

#### 1. Revisions to UPS 210.001 - Recruitment and Appointment of Tenure-Track Faculty - clean copy

- (Shepard) Lines 77 and 86: add the wording "in writing".
- (Shepard) Line 92: replace the wording "Moreover, we aim to" with "The department should".
- (Stambough) Line 347: change "should" to "shall".

This document will be on the AS agenda as new business.

## **XI. ADJOURNMENT**

M/S/P (Garcia/Shepard) Meeting adjourned at 12:50 pm.